



REPLY TO
ATTENTION OF

DEPARTMENT OF THE ARMY
Headquarters, U.S. Army Garrison Fort Monmouth
Fort Monmouth, New Jersey 07703 - 5101



SELFM-CO


11 April 2003

MEMORANDUM FOR Assistant Deputy Under Secretary for Defense for
Environmental Security Force Protection (ADUSD (ES) FP), 3400 Defense pentagon,
Pentagon, Washington, DC 20301-3444

SUBJECT: DOD Civilian Fire ^{FIGHTER}~~Officer~~ of the Year

1. I unreservedly recommend Firefighter Elizabeth Sweeney for the DOD Civilian Fire Fighter of the Year. Fire Fighter Sweeney is an invaluable asset to this Command and community and is well deserving of this award.
2. Fire Fighter Sweeney is a proactive member of the fire service and is responsible for the ground up establishment of the DA Regional Fire Academy at Fort Monmouth and its national certification.
3. Her numerous achievements and contributions to the military and civilian communities are worthy of the highest recognition.

Encl
Nomination Package


ANTHONY D. REYES
LTC, FA
Commanding

DOD Civilian Firefighter of the Year Award
Firefighter/EMT-D Elizabeth Sweeney, Fort Monmouth Fire & Emergency Services

Accomplishments

- Strong supportive member of 2001 US Army Fire Department of the Year
- Assisted with National Board on Fire Service Professional Qualifications Board accreditation
- Streamlined DA Regional Fire Academy course registration to be accomplished on-line
- Established budgetary controls over course manuals and materials so all class requirements were met
- Works diligently with Contract Management Division to ensure all funds transfers, for attending students of the DA Regional Fire Academy, were completed in an efficient and timely manner
- Organized the "off-duty" package for visiting students offering local attractions and sites to call on
- First female Volunteer Fire Chief for Monmouth County, New Jersey
- Coordinated multi-agency "National Night Out" for the borough of Union Beach

Job Performance

- Received County Response Award for 9-11-01: Following attacks on WTC was part of responding crew for medical & hazardous materials team for triage and decontamination of over 5,000 victims
- Outstanding performer as firefighter, EMS, rescue, WMD-Bioterrorism & HAZMAT responder
- Inspection Leader for fire prevention in 800 facilities (over 3 million sq ft) on 1600 acres of federal property
- Performed superbly as Acting Captain at numerous on and off-post incidents and responses
- Provides technical support to the NFPA 1500 committee for Army wide template

Technical Competencies

- DOD Certifications Fire Inspector II, Fire Officer II, Fire Instructor II, HAZMAT IC
- NJ Department of Health EMT-B, Defibrillator certified
- NJ Department of Community Affairs, Division of Fire Safety – Fire Official
- Trench Rescue Technician, Confined Space Rescue Operations, HAZMAT Team Technician
- Department of Justice – Weapons of Mass Destruction Emergency Responder
- DA Regional Fire Academy Instructor

Leadership Ability

- Assists in fire prevention and EMS support for major events
- Assistant Project Manager for self-help projects for the DA Regional Fire Academy
- Mentors firefighters on decision making processes for career progression course choices
- Serves on the New Jersey Division of Women in the Fire Service Committee
- Coordinates CPR classes for installation population to increase workforce emergency preparedness
- Upgraded Union Beach Fire Department capabilities while serving as Fire Chief

Initiative

- Single handedly acquired a FEMA \$110,000 grant for the Union Beach FD, one of few awarded in NJ
- Utilizes on post printing services to reduce expenditures at the DA Regional Fire Academy
- Recruits retired paramedics to instruct emergency medical services classes
- Assertively pursuing advanced fire service courses for self-improvement

Resourcefulness

- Utilizes national insurance agency "Be Cool About Fire Safety" program resulting in savings of \$25,000
- Coordinated NJ State Police NorthStar Trauma Helicopter for landing zone training
- Designed and built extinguisher demonstrator to educate employees on use of hand-held extinguishers
- Utilizes Sparky costume, Pluggie the Hydrant robot, and no-cost FEMA material for education
- Networks at national conferences to acquire free education materials and course outlines for Department